

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-026-82-13

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 10/28/2021

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All items other than those listed below remain active.

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 404/a was superseded by DAA-0563-2019-0003-0001

Item 404/b was superseded by DAA-0563-2019-0003-0001

A note in this schedule after item 410b3 states that Admeasurement Files (former item 410c) have been merged with items 410a and 410b. Per NC1-026-84-05, Admeasurement Files were reconstituted as a separate item 410h and rescheduled from temporary to permanent.

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCI-26-82-13	
DATE RECEIVED 9/10/82	
NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date 5-17-83	Archivist of the United States <i>Robert V. ...</i>

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Transportation

2 MAJOR SUBDIVISION
U.S. Coast Guard

3 MINOR SUBDIVISION
Office of Merchant Marine Safety

4 NAME OF PERSON WITH WHOM TO CONFER Anthony Smith	5 TEL EXT 755-7960
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6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

- A Request for immediate disposal
- B Request for disposal after a specified period of time or request for permanent retention

C DATE 9-3-82	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> PASSMORE, CAPT., USCG	E TITLE Chief, Management Analysis Division
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	The purpose of this request is to amend the following items of the Coast Guard Comprehensive Records Control Schedule #1 for disposal of Headquarters Records. Subject schedule is contained in Headquarters Instruction M5212.6, Headquarters Records Control Manual.		
	404. Ship Structure Committee (SSC)		
	a. Records containing minutes and agenda of meetings, reports, correspondence and administrative papers of joint interdepartmental investigations and meetings.	M5212.6 NCI-26-76-2/ 419	
	PERMANENT: Transfer to FRC after 2 fiscal years. Offer to NARS 20 years after event.		
	b. Numbered Ship Structure Committee (SSC) research investigative reports published for maritime and academic use.	4	
	PERMANENT: Maintain in CFA by Secretary for the Committee Chairman as active working/reference copy for the life of the agency. Excess copies maintain until supply is exhausted. Additional industry distribution needs are available through		for 30 years, Offer to NARS when 30 years old in 5 year blocks.
	are available through		21 items

as 9-2-82
Mass Data Change Sheet as Requested Attached
Pen and ink changes per conversation w/ Anthony Smith, G-CMA-4, 4-4-83. Agency sent out 4/6/83 by DMW.
NNF + NCW sent out by DMW on 6-15-83.

Request for Records Disposition Authority - Continuation

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7. ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>410. Commercial Vessel Case Files</p> <p>a. Plans, blueprints, forms and related correspondence of documented commercial vessels for design and construction, alteration, conversion, modification, equipment and inspection; some "type" approval and dangerous articles data. (Excludes Subchapter T Vessels).</p> <p>(1) Case files which have been microfilmed. (Note: Admeasurement plans if filmed must be sealed. Commercial vessel cases include "as built" or "retain" plans).</p> <p>DESTROY paper copy (except admeasurement forms) after case file is microfilmed and quality content edit of microfilm is completed. Microfilm IAW FPMR 101-11.5 to held for 10 years or more. DESTROY microfilm 1 year after vessel is listed as scrapped.</p> <p>(2) Case files which have not been microfilmed.</p> <p>DESTROY paper copy 1 year after vessel is listed as scrapped.</p> <p>b. Load Line Certificates on U.S. Flag Vessels.</p> <p>(1) Load Line Exemption Certificates.</p> <p>Separately maintain the certificates in the CFA. DESTROY when superseded or or 1 year after vessel is listed as scrapped.</p> <p>(2) Load Line Certificates issued by classification Societies (assigning authorities) other than the American Bureau of Shipping (ABS).</p> <p>Separately maintain the certificates in the CFA. DESTROY when superseded or or 1 year after vessel is listed as scrapped.</p>	<p>W 5212.6 NC-1-26- 80-3/ 410</p> <p>u</p> <p>u</p> <p>u</p> <p>u</p> <p>New description; same functional purpose.</p>	<p>J 4/7/83</p> <p>DAU</p> <p>DAU</p> <p>DAU</p>

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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>(3) Special Service or Limited Voyage Certificates.</p> <p>Separately maintain the certificates in the CFA. DESTROY when superseded or 1 year after vessel is listed as scrapped.</p> <p>Note: Admeasurement Case Files combined with item 410.a (1 and (2)).</p>	<p>new series</p>	
	<p>c. Gas and Chemical Carrier vessel case files (Letters of Compliance/Permit) plans, blueprints and related correspondence of undocumented vessels.</p> <p>DESTROY ^{when} 20 years ^{old} after letter of permit to enter U.S. Ports has been issued.</p> <p>Transfer to FRC 2 years after plan review, approval or last transaction.</p>	<p>m52126 NCL-26- 76-2/ 410</p>	<p>DAU</p>
	<p>d. Public Service Vessel (USNS; CE, Hospital, Drill Rigs, Research Oceanographic, etc.) case files plans, blueprints and related correspondence of undocumented vessels.</p> <p>DESTROY ^{when} 20 years ^{old} after plan review, approval or last transaction.</p> <p>Transfer to FRC 2 years after last transaction.</p>	<p>u</p>	<p>DAU</p>
	<p>e. Building vessel case files consists of correspondence of dimensions, designs, and plans with ship builders, naval architects, marine engineers; also Vessel Case /Project Standard Subject Heading Notice, Form CG-4639, for proposed ship construction.</p> <p>(1) DESTROY 5 years after initial submission if project is cancelled.</p> <p>(2) Merge into or with the commercial vessel case file (documented or undocumented) if project developed.</p> <p>(3) If (2) above is applicable, DESTROY Form CG-4639.</p>	<p>u</p> <p>u</p> <p>u</p>	
	<p>(Old item f merged with item e above)</p>		

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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN	
	<p>f. Specifications, operating manuals, computer calculation print-outs, of commercial vessels.</p> <p>g. Delete (RESERVED)</p> <p>h. Admeasurement forms and plans (paper copy or micro-film). <i>See M5212.12, items 270 and 272.</i></p>	<p>Transfer to FRC 1 year after vessel is certificated or documented. DESTROY when vessel is 10 years old, or 1 year after vessel is listed as scrapped, whichever is sooner.</p> <p>PERMANENT. Transfer to FRC 1 year after vessel is scrapped. Offer to NARS when 20 years old in 5 year blocks.</p>	<p>M5212.6 NCI-26- 80-3/ 410</p> <p><i>certified or documented.</i></p> <p><i>new series</i></p>	<p><i>DAU (410A2C)</i></p>
411.	RESERVED			
412.	RESERVED			
413.	<p>h. Boiler file, includes propulsion boilers, auxiliary boilers, thermal fluid heaters, and boiler welding repairs (alphabetical by manufacturer and chronological by date of review).</p> <p>i. Pressure vessels, unfired (plans and letters of approval).</p> <p>j. Quality Assurance Requirements (welding and non-destructive examinations, procedures).</p> <p>k. No change</p> <p>l. Affidavits for valves fittings, flanges (Form CG-935A).</p> <p>m. Piping Systems (arrangement drawings, diagrams, component drawings and approval letters).</p>	<p>DESTROY 10 years after last date of review.</p> <p>DESTROY 5 years after last activity.</p> <p>DESTROY 10 years after last activity.</p> <p>DESTROY 2 years after termination by letter to manufacturer.</p> <p>DESTROY 5 years after last activity.</p>	<p>M5212.6 NCI-26- 76-2/ 413</p> <p>"</p> <p>"</p> <p>"</p> <p>"</p>	<p><i>DAU</i></p> <p><i>DAU</i></p>

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7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	n. No change	M5212.6	
	o. Manufacturer certification and Data Report, Form CG-2936, boilers and pressure vessels (geographical and chronological by date)	NCI-26- 76-2/ 413	
	p. Marine Sanitation Devices Case Files (CIM 16714.3, 159 series). Consists of correspondence, plans, test reports, miscellaneous small components.	<i>new series</i>	
	q. Oil Pollution Abatement Equipment Case Files (CIM 16714.3, 162 series). Consists of plans, correspondence, reports, test, and report data, miscellaneous small components.	<i>new series</i>	
414.	RESERVED (Deleted, merged with item 410.e).		
419.	RESERVED (Deleted, is now item 404).		

*4/17/83
DAU*